



City of Wheatland

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PLANNING COMMISSION MEETING STAFF REPORT

**Date: March 2, 2010
Agenda Item: Public Hearing**

Subject: Planning Commission Terms of Office

Prepared by: Tim Raney, Community Development Director

Recommendation

Staff recommends to the Planning Commission that the existing terms of office for Planning Commissioners (pursuant to the City of Wheatland Municipal Code Chapter 2.20, Section 2.20.040) be retained, with the provision that the Planning Commissioners appointed in January 2010 serve a three-year term of office and go up for reappointment in January 2013.

Discussion

Background

Discussion regarding the terms of office for Planning Commissioners has arisen due to the fact that all five Planning Commission positions have been or will be appointed between 2010 and 2011. In January 2010, the City Council appointed two Planning Commissioners. The remaining three Planning Commission positions will be up for appointment in January 2011. Chairman Mihalyi previously indicated his concern that the Planning Commission could potentially experience a large turnover in a relatively short span of time, and Chairman Mihayli has suggested that the Planning Commission terms of office be modified in order to rectify the issue.

Analysis

As stated in the City of Wheatland Municipal Code Chapter 2.20, Section 2.20.040, "[...] on the first regular City Council meeting, in January of the year in which the member's term expires, their successors shall be appointed for a term of four years. If vacancies

occur, otherwise than by expiration of term, they shall be filled by appointment for the unexpired portion of the term.”

City staff conducted research regarding Planning Commission terms of office in neighboring jurisdictions and determined that the City’s existing Planning Commission terms of office (i.e., staggered four-year terms) are similar to those in surrounding jurisdictions.

City staff has determined that requiring the Planning Commissioners who were appointed in January 2010 to serve a three-year term of office would result in the staggered four-year terms returning to the appropriate schedule. The Planning Commissioners who will be appointed in January 2011 would serve regular four-year terms, and any appointments made thereafter would also follow the guidelines in Chapter 2.20, Section 2.20.040 of the Municipal Code.

It should be noted that, should the Planning Commission make the decision to revise the Planning Commission appointment process, approval of a City Council ordinance will be required, which would entail substantial additional time and costs.

Alternatives

Alternative 1) Choose to revise the terms of office for Planning Commissioners, pursuant to approval of a City Council ordinance.

Recommendation

Based on the information contained in the staff report, staff recommends that the Planning Commission take the following actions:

- Retain the existing terms of office for Planning Commissioners (pursuant to the City of Wheatland Municipal Code Chapter 2.20, Section 2.20.040), with the provision that the two Planning Commissioners appointed in January 2010 serve a three-year term of office and go up for reappointment in January 2013; and
- Retain the existing number of members to serve on the Planning Commission.

Exhibits

Exhibit 1 City of Wheatland Municipal Code Chapter 2.20, Section 2.20.040